

Summary of the Proficiency Testing Committee Teleconference September 25, 1997

The Proficiency Testing (PT) Committee met by teleconference on Thursday, September 25, 1997. The meeting was led by PT Committee Chair, Ms. Anne Rhyne, of the Texas Natural Resource Conservation Commission. A list of action items is given in Attachment A. A list of participants is given in Attachment B. An agenda for the teleconference is given in Attachment C.

INTRODUCTION

The principal purposes of the meeting were to elect a new government member of the committee and to determine the responses to comments received from the NELAC Annual Meeting and the September 3, 1997, PT/EMMC/NIST Meeting. Specific topics of discussion are as follows:

- ! New Government Member— Consider candidates and vote selection
- ! Comments from NELAC Annual Meeting---Determine status of response to comments
- ! September 3, 1997 PT/EMMC/NIST Meeting---Discuss new subcommittee tasks and revisions to Chapter 2 and appendices as a result of joint meeting
- ! New Appendices---Review plans for new appendices
- ! Future Work---Discuss plans for work to be performed before next interim meeting in December and possible PT Committee working meeting in Texas

ADMINISTRATIVE

The minutes of the meeting of August 21, 1997 were reviewed, modified, and approved as modified.

NEW GOVERNMENT PT COMMITTEE MEMBER

A proposal was made on a specific individual for election to the committee, who would replace Dr. Barbara Erickson. Since there were insufficient numbers of voting members on the teleconference, Ms. Rhyne proposed to contact the other voting members for their vote. A final selection is pending a response from all voting members.

COMMENTS FROM THE NELAC MEETING

A large number of written comments were received following the annual NELAC meeting. Copies of these were sent to all members of the committee. Ms. Reenie Parris and Mr. Bob Graves, committee guests, requested copies of these comments. These will be sent.

It was decided that the comments would be addressed by individual members of the committee. Assignments are as follows:

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| Chapter 2, Sections 2.0 - 2.2 | Anne Rhyne |
| Chapter 2, Sections 2.3 - 2.5 | George Breuer |
| Chapter 2, Sections 2.6 - end | Lara Autry and Darlene Raiford |
| Appendix A | Tom Coyner |
| Appendix B | Chuck Wibby |
| Appendix C | Matt Caruso |
| Appendix D | Tom Coyner, Darlene Raiford and Dale Piechocki |

The assignment is to make changes that are straightforward, but to discuss problematic items on the next telecon or during the working meeting in Texas. Careful records of all additions, deletions, and changes are to be maintained.

JOINT MEETING OF THE NELAC/PT AND EPA/EMMC COMMITTEES.

We were reminded that two subcommittees were formed at the joint meeting. The first is chaired by Matt Caruso and is to develop parameters that the PTOB will use to test the level of challenge posed by new PT materials. The subcommittee has met twice and plans to meet one more time. It was stated that the current version of Chapter 2 will not need much change in order to deal with this issue. Words may be added that say the "PTOB is to use professional judgement." The subcommittee will provide some guidance. The subcommittee is having problems setting standards without hard EPA data. Historical WS/WP data has been requested in order to examine pass/fail rates, standard deviations, etc., but this data may not be available in time to be useful for the Interim Meeting.

Mr. Graves' subcommittee is developing lists of analytes, concentration ranges, regression equations, and methods. The plan is to make the water program work and to build on this success. There are no plans to coordinate with other program areas such as solid waste. Mr. Barry Lesnick of EPA/OSW will provide information if his program is to be included in the current planning. Mr. Caruso noted that states will want solid waste in the NELAC program as soon as possible. Mr. Graves stated that the results of referee laboratories should be used to set benchmarks. He will be able to share more information from his subcommittee in October. Both subcommittees are to report to the PT and EMMC Committees by October 23, 1997.

Ms. Rhyne noted that Chapter 2 and appendices will continue to be written assuming multimedia PT materials. The standards may have to be specifically modified to meet particular start-up needs of the states. Mr. Wibby asked that the regression data being assembled for Mr. Graves'

subcommittee be supplied to Mr. Carusos' subcommittee.

It was noted that deletions/additions/changes developed at the joint PT/EMMC meeting have not been introduced into the chapter or appendices. Ms. Rhyne has a list of these proposed items. She agreed to organize the items and asked Mr. Coyner, Mr. Wibby and Mr. Piechocki to incorporate the deletions/additions/changes.

Ms. Rhyne has sent a revised draft of the chapter to the committee membership. This draft, dated August, 11, 1997, includes some of the changes suggested after the close of the NELAC annual meeting.

NEW APPENDICES

Mr. Caruso has drafted Appendix E, which deals with microbiology. Mr. Faust Parker is working on Appendix F, which deals with biology, while Mr. Breuer is working on Appendix G, which deals with radiochemistry. Mr. Wibby will soon start on Appendix H, which will deal with air pollution and such air sampling devices such as sorbents, filters, bags, and canisters. Ms. Rhyne will track the availability of these appendices for presentation at the interim meeting in December. It is anticipated that Appendix E will be ready for review at the interim meeting.

Ms. Lara Autry has suggested that discussion of air be included in the body of the chapter, but that specifics be put in the appendix. This approach parallels that found in Chapter 5.

NIST HANDBOOK

Ms. Reenie Parris stated that the NIST handbook will be available by the end of October for distribution to the PT and EMMC Committee members.

FUTURE MEETINGS

Subcommittees will continue to meet. The representatives of these subcommittees indicated that there was no reason for the subcommittees to meet face to face with the PT and/or EMMC Committees. Mr. Graves noted that his subcommittee report is to be completed by mid October and the contents will go principally into Appendix C. It was strongly suggested that the subcommittee report, which will include lists of analytes, regression data, and concentration ranges, be a living, referenceable document. Mr. Graves will contact Ms. Rhyne when his subcommittee report is complete.

It was proposed that the PT Committee meet face to face to discuss final modifications of the PT documents. A likely place to meet is Houston, TX, October 21st to 22nd.

DOCUMENTS FOR INTERIM MEETING

The revised chapter and appendices and any new appendices must be submitted to Ms. Jeanne Mourrain by the end of October to be ready for the interim meeting.

The meeting was adjourned at 4:20 p.m. The next telecon is scheduled for September 25, 1997.

Attachment A

**ACTION ITEMS
Proficiency Testing Committee
September 25, 1997**

| Item No. | ACTION | Date Completed |
|-----------------|--|-----------------------|
| 1 | Ms. Rhyne will call voting members of the PT Committee for their vote on a replacement members. | |
| 2 | Copies of comments submitted to the committee following the annual meeting will be sent to Ms Reenie Parris and Mr. Bob Graves. | |
| 3 | Deletions/additions/changes suggested in comments received from various sources will be made to the chapter and appendices by those assigned | |
| 4 | The comments from the joint PT/EMMC meeting will be distributed to the PT Committee members. | |
| 5 | A transmittal date will be put on drafts of the chapter and appendices. | |
| 6 | The due date for a revised version of the chapters and appendices will be obtained from Ms. Jeanne Mourrain or Mr. Ted Coopwood. | |
| 7 | The chapter, as currently revised, will be sent to the PT Committee members. | |

Attachment B

**LIST OF PARTICIPANTS
Proficiency Testing Committee
September 25, 1997**

| Name | Affiliation | Phone Numbers |
|-----------------------------------|---|---|
| Anne Rhyne (chair) | TX Natural Resrc. Conserv. Comm. | T: (512) 239-1291 F: (512) 239-2550 E: arhyne@tnrcc.state.tx.us |
| Dr. George Breuer (absent) | State Hygienic Laboratory (IA) | T: (319) 335-4500 F: (319) 335-4600 E: gbreuer@uhl.uiowa.edu |
| Matt Caruso | NY State Dept. of Health | T: (518) 485-5570 F: (518) 485-5568 E: caruso@wadsworth.org |
| Tom Coyner (absent) | Analytical Products Group | T: (614) 423-4200 F: (614) 423-5588 E: apg@citynet.net |
| Dr. Faust Parker (absent) | Espey, Huston, & Assoc., Inc. | T: (713) 977-1500 F: (713) 977-9233 |
| Dale Piechocki | Environmental Health Laboratory | T: (219) 233-4777 |
| Chuck Wibby | Env. Resource Associates | T: (303) 431-8454 F: (303) 421-0159 E: qcstds@aol.com |
| Lara Autry (new) (absent) | EPA Emission Measurement Center | T: (919) 541-5544 F: (919) 541-1039 E: autry.lara@epamail.epa.gov |
| Darlene Raiford (new) (absent) | Hampton Roads Sanitation District | T: (757) 460-4217 F: (757) 460-6586 E: draiford@hrs.dst.va.us |
| Reenie Parris | National Institute for Standards and Technology | T: (301) 975-3103 F: (301) 977-0685 E: Reenie.Parris@nist.gov |

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| Bob Graves | USEPA, National Exposure Research Laboratory, EERD | T: (513) 569-7197 F: (513) 569-7115 E: graves.robert@epamail.epa.gov |
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PT CONFERENCE CALL AGENDA

PT CONFERENCE CALL
AGENDA

Thursday, Sept 25, 1997, 3:00-5:00 EDT

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1. Old Business:
8/21/97 PT Conference Call Minutes - Comments?
 2. Administrative:
New Govt. Member Discussion and Vote
 3. New Business:
 - A. Comments from NELAC Annual Meeting - Status
 - B. 9/3/97 PT/EMMC/NIST Meeting Minutes - Status
 1. New Subcommittees from 9/3/97 PT/EMMC/NIST Meeting:
Tasks & deadlines
 2. Revisions to Ch 2 & Apps. from 9/3/97 Meeting
 - C. Other Revisions Previously identified (ie. fields of testing)
 - D. New Appendices Drafts
 4. Other Issues and Looking Ahead:
 - A. Discuss Plan of Action between now and December
 - B. Next PT Committee working meeting
 5. Summary of Action Items